COPY

MAR 22 1944

March 11, 1944

Mr. A. L. Roberts
156 Fifth Avenue
New York 10, N. Y.

Dear Mr. Roberts:

Thank you for your letter of March 9. I am, as I expressed to Dr. Keeler on Sunday, very interested in the Alaskan work. And I hope it is my privilege to take part in it in the near future.

The only picture I have to submit is the one enclosed. If you want a more recent one, I can have one taken in the near future.

I have two days vacation around Easter Sunday. If a personal interview is necessary, I can come east then. Mr. Young of the Personnel Department of the Foreign Missions has spoken to me several times in reference to a position with them. He could give you, if you wish, his opinion of my ability.

I was wondering whether you could outline some of the duties I would be expected to perform in such a position? Would it be chiefly Sunday School and Daily Vacation work?

Very cordially yours,

SIGNED: GERTRUDE BECHTEL

Alaska Application

MAR 22 1944

Board of National Missions
of the Presbyterian Church in the
United States of America
156 Fifth Avenue, New York, N.Y.

March 21, 1944

Miss Gertrude M. Bechtel
15965 Ashton Road
Detroit, Michigan

Dear Miss Bechtel:

We are happy to have your application for National Missions service and are sharing this with Dr. Jackman who is the Secretary for the Unit of Work in Alaska. He is leaving for Alaska on March 24 and will return on or about April 26 and will take your papers with him on this trip. We will of course delay any decision on appointment until after his return.

The work for which Dr. Keeler has suggested to you is that of parish worker under our War-time Service Program. In this work you would be related to a particular church with responsibility for ministry to newcomers who have come into the territory in connection with the war effort. Among these would be construction workers and their families and families of service men. Your work would of course be primarily related to the women and the children though in some instances there is a program of church hospitality for service men and for the community at large in which you would be expected to provide leadership. You would be engaged in home visitation and the corresponding individual and family counselling which would grow out of these contacts. You would be expected to devise special activities for children and young people in particular. This might well include church school, vacation church school, and week-day religious instruction should the way be open to carry that in the public schools or on a released time basis. There is at least one project under immediate consideration, but I do not have the application form for that in hand at this writing. This, when it comes, will provide a specific statement of the tasks to be performed. I will not, however, endeavor to give you this until after Dr. Jackman's return. We will of course want you to come to New York at that time for a personal interview and I shall look forward to meeting you then. In the meantime I hope you will keep us informed of any change in your thinking or plans.

Very cordially yours,

A. L. Roberts
Unit of Personnel Service

ALR:ydi
CC Dr. Jackman

DR. JACKMAN

Alaskan applicant

Board of National Missions
of the Presbyterian Church in the
United States of America
156 Fifth Avenue, New York 10, N.Y.

JUN 9 1944
Alaska
Fairbanks

June 7, 1944

Miss Gertrude Bechtel
15965 Ashton Road
Detroit, Michigan

Dear Miss Bechtel:

I am sorry that we have been so long in getting word to you about next steps concerning work in Alaska. Mr. Jackman has been loaded down with a series of responsibilities that have taken him out of his office for blocks of time since his return from Alaska, and we have been unable to find a time when we might have you come to New York for an interview. He will not return until about the first of July.

I did, however, have an opportunity to talk with him following our National Staff meeting in Chicago, and there is every expectation that we will be sending a parish worker to Alaska in the fall. We must wait for final word for the action of one of our other war-time service agencies. Beyond this need, however, we have additional need for teachers at Sheldon-Jackson, and will want to explore this with you.

You indicate in your letter that you will have to make a decision before the first of July, and I can see how that would be necessary in terms of the fact that you have already signed a teaching contract and there would be further clearance needed there. While it would actually be much better if we could delay our conference until a time when Mr. Jackman could share in it, I am rearranging my plans so that I can come to Detroit on or about June 17. I shall let you know the exact time of arrival later. In the meantime will you drop me a line to say whether or not this is a convenient time for a conference with you. I shall try to have the necessary clearance so that we can reach a decision on that day.

Again let me say that I regret the fact that we left you uninformed of developments for such a long period of time, and hope that the above arrangements will meet your needs.

Very cordially yours,

A. L. Roberts
Unit of Personnel Service

ALR:FW

July 27, 1944

Miss Gertrude Bechtel
International House
500 Riverside Drive
New York, N.Y.

My dear Miss Bechtel:

Mr. Jackman is away from the office on a field trip and then vacation. Before leaving he instructed me to forward the two enclosed blanks to you. Will you please fill them out and mail them directly to the Travel Control Branch, Hqs, Als. Dept. Base Echelon, 1331 Third Avenue, Seattle 1, Washington? You should request from them a statement that a permit will be granted to you, and then tell us approximately when you should arrive in Seattle. We will then ask our representative in Washington, The Rev. Mr. Howell, about transportation to Seward, and then by rail to Anchorage for a couple of days, and then to Fairbanks.

We shall await further word from you on this matter.

Sincerely yours,

Frieda Koerner, Secretary to
J. Earl Jackman, Secretary
Unit of Work in Alaska

FK

Enc. two Alaskan Dept. Application Permit Forms
and Bruget Print Card

re Gertrude Bechtel

August 1, 1944

Herbert J. Lake
Major, A.U.S.
Chief, Travel Control Branch
Headquarters Alaskan Department
Base Echelon
1331 Third Avenue
Seattle 1, Washington

My dear Major Lake:

The Board of National Missions of the Presbyterian Church is planning to send Miss Gertrude Bechtel to Fairbanks, Alaska to be on the staff of the Presbyterian Church for service to army personnel and industrial workers through the Church. She will be ready to go early in September.

We would appreciate your granting her a permit to enter Zone A for the above service. A prompt notice that the permit will be granted at Seattle would be appreciated so we can proceed with arrangements for her transportation.

Very truly yours,

The Rev. J. Earl Jackman, Secretary
Unit of Work in Alaska

JEJ:FK

FOR VICTORY
BUY UNITED STATES WAR BONDS AND STAMPS

AUG 14 1944

SAVE

HEADQUARTERS ALASKAN DEPARTMENT
BASE ECHELON

1331 Third Avenue,
Seattle 1, Wash.
8 August 1944

201 Bechtel, Gertrude (Civ) TCB

The Rev. J. Earl Jackman, Secretary
Board of National Missions
Presbyterian Church
156 Fifth Avenue
New York, New York

Dear Sir:

Receipt is acknowledged of application for permit to enter Zone A of Alaska submitted by Miss Gertrude M. Bechtel.

You are advised that travel to Seward is now unrestricted and permits are no longer required to enter the Territory.

Yours very truly,

Herbert J. Lane

HERBERT J. LANE
Major, A. U. S.
OIC, Travel Control Branch

Calvary Presbyterian Church
GRAND RIVER AT VICKSBURG
DETROIT 4, MICHIGAN

MINISTER
REV. LESLIE A. BECHTEL, D. D.

THE MANSE
15965 ASHTON ROAD

AUG 15 1944

August 14,1944.

Board of National Missions
Office on Alaska.
156 Fifth Ave,
New York, New York.

Dear Madam,

I was unable to give the Alaska Travel Bureau my Social Security number when I filled out my blanks in New York. So I told them I send it on my return to Detroit. I have lost their address and was wondering if you would send the enclosed envelope and letter on to them?

Very sincerely,
Gertrude Bechtel

Permit not needed

3/3/45
Forward to office

Calvary Presbyterian Church
GRAND RIVER AT VICKSBURG
DETROIT 4, MICHIGAN

MINISTER
REV. LESLIE A. BECHTEL, D. D.

THE MANSE
15965 ASHTON ROAD

August 14,1944.
Detroit.

Alaskan Travel Bureau
Seattle, Washington

Dear Sir;

I was unable to give you my Social Security number when I sent my blanks on to you aweek ago. I have it now and am passing it on to you-365-18-9745.

May I have my permit to travel, when it is ready, so we can arrange transportation to Seattle from this end?

Yours truly,

Gertrude Bechtel

August 15, 1944

Miss Gertrude Bechtel
15965 Ashton Road
Detroit 4, Michigan

Dear Miss Bechtel:

We have just been advised by the Alaska Travel Control Board that permits are no longer necessary for Zone A in Alaska. It will not be necessary then for you to forward your application unless you have already done so.

We shall get in touch with Mr. Howell early in September and ask him to assist you in the arrangements for your transportation from Seattle to the North.

We trust that you have had a good summer and will have some vacation with your family before you go to Alaska.

Cordially yours,

J. Earl Jackman, Secretary
Unit of Work in Alaska

JEJ/mk

AUG 22 1944

August 21,1944.

Detroit,Michigan

Mr. Jackman's Office on Alaska
Board of National Missions
156 Fifth Avenue
New York, New York.

Dear Mr. Jackman,

I am leaving Detroit for a few days starting Monday , August 28 because of a terible case of hay fever that I get every summer at this time of the year. I'll be back about the 11th. of September.Any mail during that period should be sent to Lake Nebagamon, Wisconsin.

I have received two letters from the Fairbanks's minister. In the last one, I told him I would be free to leave anytime around the 20th. He advised me to arrive as soon as I could, as they have already had their first frost.

Sincerely,

Gertrude Bechtel

September 22, 1944

Miss Gertrude Bechtel
15965 Ashton Road
Detroit, Michigan

My dear Miss Bechtel:

We have been concerned about the travel arrangements for your journey to Fairbanks and have finally received a reply from The Rev. William J. Howell, 107 Main Street, Renton, Washington about the arrangements. The Rev. Mr. Howell has just wired us that you are to sail from Seattle on October first and you should be there the morning of September 30th to make all necessary clearances before you go. You should let him know the approximate time of your arrival so that he can help you in the arrangements.

You should proceed to make your train reservations from Detroit to Seattle as soon as possible so that you may be sure of transportation for your arrival on the morning of September 30th or the evening of the 29th.

We are asking the War Service Unit to make an advance of $300 toward the travel and you can make an accounting after you arrive in Fairbanks. We feel this ought to be sufficient for every need and perhaps more than sufficient. This check should be sent to you within a few days.

It is my thought that you should go by boat to Seward, take the train to Anchorage and spend a couple of days with The Rev. Mr. Armstrong and Miss Brown in their service center picking up all the ideas which you can, and then going by train or plane to Fairbanks from Anchorage. When you arrive in Anchorage or sooner you should notify The Rev. Mr. Champlin of the approximate arrival in Fairbanks so he can meet you.

We trust that you may have a great experience and give a fruitful ministry in the Master's service in Alaska. If you have further questions we should be glad to cooperate with you in every way possible.

Cordially yours,

J. Earl Jackman, Secretary
Unit of Work in Alaska

JEJ:FK

INTER-OFFICE CORRESPONDENCE

BOARD OF NATIONAL MISSIONS

TO The Rev. Thomas B. Foster, Jr.
FROM The Rev. J. Earl Jackman
RE:

DATE September 22, 1944.

We have received word from The Rev. William J. Cowell in Seattle that Miss Gertrude Boettel, 13765 Ashton Road, Detroit, Michigan will sail from Seattle October first. She should be there the morning of September 30th. No provision has been made for her transportation northward. I would suggest that the War Service Unit issue a check for $300 as an advance on her travel. When we receive an accounting from her then you can bill the Committee on Camp and Church Activites for one-half of this amount.

J. Earl Jackman, Secretary
Unit of Work in Alaska

J.J:EJ

CLASS OF SERVICE

This is a full-rate Telegram or Cable-gram unless its de-ferred character is indicated by a suitable symbol above or pre-ceding the address.

26 PM 1 37

WESTERN UNION

1201

(32)

SYMBOLS

DL = Day Letter
NL = Night Letter
LC = Deferred Cable
NLT = Cable Night Letter
Ship Radiogram

175 FIFTH AVE N.Y.
/3238

A. N. WILLIAMS
PRESIDENT

SEP 26 1944

The time time shown in the date line on telegrams and day letters is STANDARD TIME at point of origin. Time of receipt is STANDARD TIME at point of destination

NAH100 8=DETROIT MICH 26 1223P

J EARL JACKMAN=

156 5 AVE=

1944 SEP 26 PM 1 34

:CHECK RECEIVED MANY THANKS LEAVING DETROIT WEDNESDAY NOON=

GERTRUDE BECHTEL=

9/26/44
Cy sent Jo

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

Charge to the account of $

DOMESTIC	CABLE
TELEGRAM	ORDINARY
DAY LETTER	URGENT
NIGHT	DEFERRED
NIGHT LETTER	NIGHT LETTER

Domestic should check class of service desired; otherwise the message will be transmitted as a telegram or ordinary telegram.

WESTERN UNION

1206

A. N. WILLIAMS, PRESIDENT
NEWCOMB CARLTON, CHAIRMAN OF THE BOARD
J. C. WILLEVER, FIRST VICE-PRESIDENT

CHECK
ACCOUNTING INFORMATION
TIME FILED

Send the following telegram, subject to the terms on back hereof, which are hereby agreed to

WANT A REPLY?
"Answer by WESTERN UNION" or similar phrases may be included without charge.

September 26, 1944

Miss Gertrude Bechtel
15965 Ashton Road
Detroit 23, Michigan

CHECK SENT YOU MONDAY NOON. WIRE IF NOT RECEIVED.

J. EARL JACKMAN

9/20/44
Telegram sent J.E.J

$.48
12 tax
.60

CLASS OF SERVICE

This is a full-rate Telegram or Cable-gram unless its de-ferred character is indicated by a suitable symbol above or preceding the address.

4 20

WESTERN UNION

A. N. WILLIAMS
PRESIDENT

(45 SEP 25 1944

SEP 25 1944

DL = Day Letter
NL = Night Letter
LC = Deferred Cable
NLT = Cable Night Letter
Ship Radiogram

The filing time shown in the date line on telegrams and day letters is STANDARD TIME at point of origin. Time of receipt is STANDARD TIME at point of destination

NAH177 23=DETROIT MICH 25 415P

1944 SEP 25 PM 4 48

DR J EARL JACKMAN=

156 FIFTH AVE=

9/26/44 Sent Jack.

YOUR LETTER RECEIVED ONLY TODAY MONDAY MUST LEAVE HERE WEDNESDAY MORNING TO MAKE SEATTLE BOAT CHECK FROM WAR EMERGENCY MUST ARRIVE BEFORE THEN=

GERTRUDE BECHTEL

THE COMPANY WILL APPRECIATE SUGGESTIONS FROM ITS PATRONS CONCERNING ITS SERVICE

Calvary Presbyterian Church
GRAND RIVER AT VICKSBURG
DETROIT 4, MICHIGAN

MINISTER
REV. LESLIE A. BECHTEL, D. D.

THE MANSE
15985 ASHTON ROAD

September 23,1944.

Dear Mr. Jackman,

I have been waiting for definate word from you as to when I am to leave for Fairbanks. As yet nothing has arrived in the mail. I checked with a young minister and his wife who are going to Skageway and they also are up a tree as to your plans. Could it be that your plans are changed because of the nature of the war in Europe? If so I must get to work soon and find myself a new job.

I would appreciate some word, as I notified you, several weeks ago, that I would be ready any time after the 20th. of September, even sooner if you so desired. Here it is the 23rd. with the first only seven days away.

I hope you enjoyed your month of vacation.

Hoping to hear from you soon.

Sincerely,

Gertrude Bechtel

October 31, 1944

VIA AIRMAIL

Miss Gertrude Bechtel
Fairbanks, Alaska

My dear Miss Bechtel:

Dr. Keeler reported to me this morning that he had been in Detroit last Sunday and talked with your family. The news of the charge for your room is an important question with which we are concerned and we shall try to work it out.

It is our understanding that the Church at Fairbanks would provide a comfortable room for you during the time of your service there. We are writing to Mr. Champlin about this and will ask them to take care of it in such manner that you will have no expense for your room.

We were delighted to know that you had a good week with Miss Braun and are enthusiastic about the prospects about your work in Fairbanks. We trust this is the beginning of a new and rich experience for you.

Cordially yours,

J. Earl Jackman, Secretary
Unit of Work in Alaska

JEJ:FK

NOV 22 1944

MONTHLY REPORT

WAR SERVICE UNIT
Board of National Missions
Presbyterian Church U. S. A.
156 Fifth Avenue, N. Y. 10, N. Y.

Reports are to be made in *triplicate*. The original with voucher attached is to be mailed to the War Service Unit, or to Synod or Presbytery Treasurer as directed. A second copy is to be mailed to Presbytery or Synod Headquarters as directed. The worker is to retain the third copy. (Use other side and additional 8½x11 sheets as needed.)

Church or Project served Fairbanks Presby. Church For the month ending November 1st.

Synod Washington Presbytery Yukon

Name & address of worker Gertrude Marguerite Bechtel, box 2157, Fairbanks, Alaska

1. What marked change has there been in the situation which would increase or decrease the need for your services?

I haven't observed any marked change, since my arrival, which would increase or decrease the need for my services.

2. What were your activities during the past month? Express your judgment as to the effectiveness of the various phases of your work. List activities and average attendance of these. State number of visits made.

1. Printing of the Church Bulletin.
2. Assisting the Minister in the gathering of material and the printing of the 40th. Anniversary Bulletin.
3. Member of the Chorus Choir.
4. Teacher in the Eskimo Sunday School Class held at the Church.
5. Piano player at various Sunday School sessions and at the Eskimo services.
6. Temporary sponser of the Intermediate C. E.(During the absence of the regular one)
7. Advisor to the staff of the weekly paper published by the Young People.
8. Assisting in the religious survaymade in Fairbanks.
9. Assisting in the Young People in their activities and the Fellowship Hour.
10. Assisting at the Weekday School begun just lately for Primaries and Beginners.
11. Some calling on contacts made in the R.Census.
12. In charge of publicity for the papers.

3. What are your plans for the next period?

Continue with the above activities until they no longer fulfill their purposes. When their effectiveness has worn off, then I will have something else ready to take their places, what it will be will depend upon the interests of the group involved.

We hope to begin, on the Tuesday following Thanksgiving, a Church Door Canteen. This will be open to High School and older young people(G.Is. included, of course). We will have a different type of entertainment every week- a skating party or a Ping Pong tournament, for instance.

Our Lounge is being finished this week. And we hope to make this an informal gathering place for young people, who want to read, write letters, play the phonograph or just talk.

We hope to begin, the next month, something that will have value to other war service workers as well as pictures and publicity material which can be used in the promotion of the War-time Service Fund.

Attach materials which you have developed which will have value at the University of Alaska.

Continuance of Question III.

We hope it can be held sometime during the week, rather than on Sunday. So the young people out there can feel free to come to our activities on Sunday. We thought of a discussion group plus some lighter type of social activity.

I expect to visit one of the Eskimo Sunday Schools nearby and, with the help of one of the groups in the Fairbank's church, plan a Christmas party and program for the kiddies and their parents.

I expect to start a Junior Choir with my Intermediate C. E. members. We are still waiting for our Song Books. That is why it isn't started already.

Question II.

A. Effectiveness of the various types of activities I was engaged in this last month.
I have,more or less, been getting acquainted with my various groups this last month- learning their names, their likes and dislikes, their interests, etc. Nevertheless, I feel that I have been of some assistance to them and can be of more assistance as the time goes on. I, also, feel that I am still very green when it comes to publishing bulletins. But, as the saying goes, " practice makes perfect".
I feel there is a great need for someone, in the capacity that I am working, in this church. Mr. Champlin and his wife are doing a grand job of it here but the human body will stand just so much and no more. If I can take over some of this responsibility and relieve their load, as well as, help toward the happiness and growth of the members of the community, I can consider the job well done.

B. The average attendance of the listed activities.
1. The Fellowship Hour- 30
2. Eskimo Sunday School- 8
3. Intermediate C. E. - 12
4. Chorus Choir- 20
5. Senior Young People's Society- 20
6. Weekday School- 12(just started this last week)
7. Church Bulletin- 125 copies.
8."Northern Light", church paper published by the young people1 12 on the staff.

C.Number of visits made.
I attended all of the activities listed every meeting since I arrived in Fairbanks, October 17th. That would make four visitation Sundays to the meetings plus attendance at business meetings, special meetings, and parties. I don't want them to feel that I want to run their meetings. I would much prefer to sit back and just be of assistance, if they need any.

November 2, 1944

VIA AIRMAIL

Miss Gertrude Bechtel
c/o The Rev. N. Harry Champlin
Seventh and Cushman Streets
Fairbanks, Alaska

My dear Miss Bechtel:

The situation of your housing reminded me that we needed to check further and see that all procedures were completed here to take care of our obligation to you in your service. We are enclosing a copy of a memorandum which we have sent to the War Service Unit and to Camp and Church Activities Committee about these procedures. We send you the copy so that you may have a clear understanding of our requests. Evidently your first check will be a little late because these things have not been cared for before.

You will note in this memorandum that all of your salary will come from the Board of National Missions but is being shared by Camp and Church Activities. You will send two copies of your report to War Service Unit so that one may be forwarded to Camp and Church Activities in Philadelphia. Our office would like to hear from you too to know how you are getting along. Arrangements for your work up there were made through this office and we are concerned about your welfare and the good work which you will do.

Our Treasury Department is required by the Bureau of Internal Revenue to have a completed tax form indicating the amount of exemption before they are permitted to pay salary checks. Here again we may have been remiss in making all of these arrangements for we doubt if any other agency connected with your support has taken care of this. We are enclosing the tax form and will ask you to complete it and return it immediately by airmail to us. We are also enclosing a Preliminary Information Form which we are using in our office. You may have completed one for the Personnel Office but we will ask you to complete this one for our records.

We have not had a report from you yet on the cost of your trip. We will appreciate having that soon so that we can make whatever adjustment is necessary. If you owe us money tell us how much it is and we will take it from your next check, or if we owe you money we will add it to your next check so that we we will have a minimum number of checks issued. We do this to eliminate the cost of exchange.

We think this covers all of the procedures necessary but if you have any further questions let us have them.

Cordially yours,

J. Earl Jackman, Secretary
Unit of Work in Alaska

JEJ:PK

Encs. (3) - Preliminary Information Form
New Tax Forms
CC Memorandum to War Service Unit
and Camp and Church Activities Committee

Board of National Missions
of the Presbyterian Church in the
United States of America
156 Fifth Avenue, New York, N.Y.

NOV 15 1944

November 10, 1944

Miss Gertrude Bechtel
Presbyterian Church
Fairbanks, Alaska

Dear Miss Bechtel:

We have had word from Dr. Jackman that you began your service as parish worker in Fairbanks on October 1, and are writing to welcome you to this important work. Please feel free to call on us as your work progresses, if we can be of help to you in any way.

A grant of $1,500. per year for salary has been made for your work. We are sharing one-half in this project with the Committee on Camp and Church Activities. We will pay this in monthly amounts upon submission of a report form and voucher. We are enclosing forms for your use to report on the work that you have done since you have been on the field. We will send a further supply of these report forms under separate cover. You will note on the instruction sheet that the salary voucher is submitted on the fifteenth of the month which it covers, but is accompanied by a report covering the preceding month. The original copy of your report with the voucher attached should be sent to us, and duplicate copies to Dr. Earl Jackman, and to Dr. Walter Getty of the Committee on Camp and Church Activities. His address is 501 Witherspoon Building, Philadelphia 7, Pennsylvania.

We understand that Dr. Jackman's office has sent you the Withholding Tax forms, which must be on file in the Treasury before any payments can be made. As soon as we receive these forms, we will send your salary check to you immediately.

We are adding your name to our mailing list for War-time Service Bulletins, which appear from time to time, and are sending under separate cover a packet of materials which should be of value to you. We shall hope to hear from you soon and shall look forward to reports of your work.

Very sincerely yours,

Thomas B. Foster, Jr.
Assistant, War Service Unit

TBF:ydi
Enc: instruc. sheet, 1 set of mrfs,(2 dupls.)
CC Dr. Jackman ✓
Dr. Getty

First Presbyterian Church

NOV 20 1944

N. HARRY CHAMPLIN, MINISTER

"I WILL BUILD MY CHURCH"—Mt. 16:18

MANSE: 703 CUSHMAN STREET

"HE IS BUILDING OUR CHURCH"

Seventh and Cushman Streets, Fairbanks, Alaska

Nov.10,1944.

Dear Dr. Jackman,

Here is the account of my expenses from Detroit, Michigan to Fairbanks, Alaska. You will notice that I owe you $ 32. 61 . Will you please take this amount from my next month's check?

I. Railroad ticket from Detroit to Seattle, including meals, baggage excess, tips and berth.	$ 91.29
II. Boat ticket to Seward, Railroad ticket to Anchorage, plane ticket to Fairbanks, including tips, baggage transfer, excess and freight of baggage to Fairbanks	161.00
III. Miscellaneous Items, including board in Seattle, board in Anchorage, taxis, Traveler's Checks, telegrams	15.10
	$ 267. 39

Sincerely yours,

Gertrude Beohtel

November 21, 1944

Memorandum
To - The Rev. Thomas B. Foster, Jr. - War Service Unit
From - The Rev. J. Earl Jackman - Unit of Work in Alaska

We have just received the following expense account from Miss Gertrude Bechtel, Fairbanks, Alaska:

I.	Railroad tickets from Detroit to Seattle, including meals baggage excess, tips and berth.....	$ 91.29
II.	Boat ticket to Seward, railroad ticket to Anchorage, plane ticket to Fairbanks, including tips, baggage transfer, excess and freight of baggage to Fairbanks.....	161.00
III.	Miscellaneous Items, including board to Seattle, board in Anchorage, taxis, Traveler's Checks, telegrams.....	15.10
	Total amount expended.....	$267.39
	Amount advanced to Miss Bechtel from War Service Unit....	$300.00
	Less total expenses.....	267.39
	Balance due.....	$ 32.61

Miss Bechtel has asked that this $32.61 be deducted from her next month's salary check.

It is our understanding that you will bill Camp and Church Activities Committee for one-half of these expenses.

J. Earl Jackman, Secretary
Unit of Work in Alaska

JEJ

Board of National Missions
of the Presbyterian Church in the
United States of America
156 Fifth Avenue, New York 10, N.Y.

November 29, 1944

VIA AIRMAIL

The Rev. N. Harry Champlin
703 Cushman Street
Fairbanks, Alaska

Dear Harry:

Thank you for your letter of November eighth giving us more information about the arrangements for Miss Bechtel. We have gone over the history of the matter here in order to determine what to do with the present and future situation.

You are entirely correct in your statement that the application form had no statement of provision for a comfortable room for the worker. We overlooked this when we acted upon the application. In our review of the situation here it appears that Mr. Keeler had in his thinking and speaking of this project the fact that the Church would provide a room. This was indicated in his report when the Church was buying the house and did not want to give over entirely its house to the worker and this program because the Trustees felt it was necessary to have the rent on the property in order to pay for it. We indicated the fact that some other provision would be made for a room. When Mr. Roberts and I talked about it it was in our thinking and conversation that the application would be granted upon the same basis as set up at Anchorage which would carry the same salary and the provision of a room. We conferred about this without realizing that the application did not have this provision in it. However, we realize the fact that you are not responsible for our conversation down here when you did not know what it was. Frankly, we are in the position of having promised something which may not have been in the thinking of the officers of your Church.

We feel that we must do something to fulfill our promise to Miss Bechtel. If the officers of your Church will take care of this it will be most generous and helpful on their part. If they feel they cannot do all of it or any part of it then it becomes our responsibility. We are in the position of humbly petitioning the officers to help us fulfill the promise which was made here. We shall rest our case in their hands and ask you to let us know the decision as soon as poisible. We are obligated to keep our promise to our worker.

I quite agree with you that this matter of salary and provision for housing for our war time workers is out of line of our regular basis for the missionaries in Alaska. We trust it will not complicate the Church program. I had no part in

setting up the promise to Miss Braun in Anchorage but felt it was too high. When my first conversation with Miss Bechtel came a statement had already been made to her by someone else telling her that she would receive $2000 and house. If we secured her for you we cannot change this promise which had been made. In the future we hope that some of these things may be worked out more equitably between special workers and our regular ones.

Congratulations to you and your people on your fortieth anniversary. It must have been a great occasion and certainly should stimulate the thinking and service of your people in the development of your work.

I have just looked over Miss Bechtel's report and notice that she is having an interesting time developing contacts and the responsibility which will be hers. I would suggest that she include in her report some very definite statements on her work with the men in uniform. Ask her to put in some definite figures of the number of men in attendance at services and group meetings or those who use the center. Camp and Church asks us to be definite on this and unless the information is there they will feel no responsibility for their part of the support. We have asked them concerning a grant for hospitality and they have asked for more information in definite form.

You will be interested to know that I have written to John Maxwell Adams of the Board of Christian Education to get into his thinking the possibility of a Westminster Foundation worker for your Church and the University when the war is over. Nothing can be done now but we ought to start the wheels working so that at the end of Miss Bechtel's period or when the way is opened we can consider a permanent worker there.

We have not been able to get very much definite information yet from Fred Klerekoper concerning his return from Barrow. We know he wants to secure an appointment with the Board of Foreign Missions and they have tentatively offered him an appointment in Chile. Fred has not indicated when he wants to come out. We have asked for more information about this also about developments near Barrow so that we can proceed with a replacement. Fred seems a little irritated at me for passing him up last Spring when I was up there. I do not blame him but would like to get more information concerning his future plans.

Greetings to you and your wife, and Gertrude in your fine work. We are thinking of you and praying for your success.

Cordially yours,

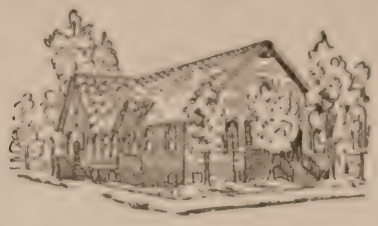
J. Earl Jackman, Secretary
Unit of Work in Alaska

JEJ:FK

First Presbyterian Church

DEC 11 1944

N. HARRY CHAMPLIN, MINISTER
"I WILL BUILD MY CHURCH"—Mt. 16:18



MANSE: 753 CUSHMAN STREET
"HE IS BUILDING OUR CHURCH"

Seventh and Cushman Streets, Fairbanks, Alaska

December 7,1944.

Dear Mr. Jackman,

The subject of my rent has come up again. What are we going to do about it? Couldn't it be settled once and for all times? It is more than embarrasssing to me. I came under certain terms. And when I get here, I hear that no such terms were agreed upon. Betty Braun has been living under those terms. Why not I?

Besides the rent, I am being asked to pay for my coal($12.50 aton), light and heat($13 last month), garage service($1.75 amonth) as well as, our food($75 last month). I sincerely want to and I believe I am somewhat expected to entertain the G.Is. at various times during the month. I have no allowance for that. The house also lacks many things like curtains, rugs, dishes, etc. to make it liveable. Many of the ladies of the church have helped me out here with odd pieces. And, I imagine, more will be done in the future. I feel I would like to fix up the place to make it look more homey to the young people. But, I can't do that and pay all of the above, too. Since I thought the rent was going to be taken care of by the church, I have bought paint(out of my own pocket) and painted up the floors and walls of several of the rooms. I'd like to do more things like that. But, I can't at Alaskan prices.

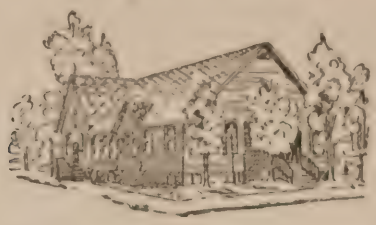
Besides my Alaskan obligations, I have many at home which have to be taken care of out of my salary-several insurance policies for instance.

I would certainly appreciate it if this matter could be settled in the near future.

First Presbyterian Church

N. HARRY CHAMPLIN, MINISTER

"I WILL BUILD MY CHURCH"—Mt. 16:18



MANSE: 703 CUSHMAN STREET

"HE IS BUILDING OUR CHURCH"

Seventh and Cushman Streets, Fairbanks, Alaska

I am enjoying my work so up here in Fairbanks. I hate to have anything come up which would mar my relationships with the people here or with the members of the Board in New York or Philadelphia.

Sincerely,

Gertrude Beahtel

Re Gertrude Bechtel
Fairbanks, Alaska

DEC 26 1944

Presbytery of Detroit

OFFICE OF EXECUTIVE SECRETARY

December 22, 1944.

My dear Dr. Jackman:-

Would it be possible for me to see you in New York on January 8? I expect to be there at that date and want to talk over the agreement the Board made with our daughter Gertrude Bechtel relative to her work in Fairbanks.

There seems to be a wide difference of opinion prevailing and in the absence of a written contract, which every worker should have, she is going to be penalized to the extent of $ 35.00 or $ 40.00 per month, an amount which her salary under living conditions in Fairbanks cannot stand.

I was present at the conference Gertrude had with Mr. Roberts in Detroit in June and it was stated clearly then and there that she would under no circumstances go unless living quarters were promised her. That promise was made by those representing the Board of National Missions or the War Service Unit and I cannot understand why such an agreement is not kept.

From your letter to me early in the fall I assumed that the matter was settled but an air mail from Fairbanks yesterday says definitely that it has not been and that an insistent demand for payment of rent has been made. In addition to this Gertrude must heat and light the house.

I cannot believe that either our National Board nor War Service will endorse this unfairness.

Very sincerely yours,

Leslie A. Bechtel

DEC 26 1944

MONTHLY REPORT

WAR SERVICE UNIT
Board of National Missions
Presbyterian Church U. S. A.
156 Fifth Avenue, N. Y. 10, N. Y.

Reports are to be made in *triplicate*. The original with voucher attached is to be mailed to the War Service Unit, or to Synod or Presbytery Treasurer as directed. A second copy is to be mailed to Presbytery or Synod Headquarters as directed. The worker is to retain the third copy. (Use other side and additional 8½x11 sheets as needed.)

Church or Project served First Presbyterian Church, Fairbanks, Alaska For the month ending December 15,1944.

Synod _____ Presbytery Yukon

Name & address of worker Gertrude Marguerite Bechtel, Box 2157, Fairbanks, Alaska

1. What marked change has there been in the situation which would increase or decrease the need for your services?

I haven't noticed any marked change, since my arrival the 15th. of October for or against the need for my services. There is no greater influx of service men into Fairbanks. If any there is a lessening. I do feel though, that as a result of additional help, the church has been able to engage in more activities. For both Mr. and Mrs. Champlin were doing all possible, as far as a human constitution would allow.

2. What were your activities during the past month? Express your judgment as to the effectiveness of the various phases of your work. List activities and average attendance of these. State number of visits made.

1.Eskimo Sunday School.This is a regular Sunday afternoon meeting with an average attendance of 14 this month. Starting out with five when we began the middle of October, we have steadily increases in membership. We have a worship service in which they learn songs, prayers and Bible verses. Then, we have a story usually found in one of the Beginner's papers. This is followed by a handwork period. This last month we have been making various kinds of Christmas gifts for members of their family and friends. Next Sunday, we will have a Christmas tree and receive a small gift from the teacher. I would personally say this project has been a success. For children have a tendency not to return to something they aren't interested in. And these little folks certainly have done that.

2.Weekday School for Primaries and Beginners.

3. What are your plans for the next period?

I expect to continue the above activities if interest still prevails in them this next month. I am definately going to start a Tuesday night Canteen for G.Is. and older young people, With perhaps another night for Intermediate age, if the older one is a success. We will plan to do some different type of activity each week-some held in the church and others elsewhere. If permission is granted, I want to begin a Girl Scout Troop. A club for older young people(of public school age) for they don't seem to mix very well, for some reason or other, with the Senior Young People. We hope to begin a dramatic club which will have as its aim an Easter play. Weekday School class for Junior age children is also going to be attempted.Finally, we hope to complete the painting and building, in the basement of the church, so that a real recreational center can be established here for old and young.

Attach materials which you have developed which you think will have value to other war service workers as well as pictures and publicity material which can be used in the promotion of the War-time Service Fund.

TRIPLICATE COPY
Keep for your own file.

Memorandum

Voucher for the month of _____

with report attached was mailed

Dec. 19, 1944
DATE

Reports

are to be made in triplicate. The original with voucher attached is to be mailed to the War Service Unit, 156 5th Ave., New York 10, N. Y.

A second copy of Report is to be mailed to the Presbytery or Synod Headquarters as directed.

The worker is to retain the third copy for his or her own file.

Question II.

2.This group meets once aweek on Tuesdays from 2:30 to 4:00 PM. We have had an average attendance of 14 for this last month., reaching as high as 20 last week and going down to 12 at other times. We have a program made up of Handwork, story telling, singing and game playing. There are three mothers who assist me. Our project this month has been to make small Christmas presents for the lasting children Rev. B.J. Bingle visits on his journey up the highway. We have also learned many songs-2 we will sing at the Christmas tree and program on Friday. I believe we are offering a service here and I know we would have more if the weather permitted more of the little ones to attend. After the first of the year, we hope to offer it a second day to boys and girls of Junior age. I feel it is necessary for us to do so, because there is very little along the recreational line for the average youngster to indulge in except attending the shows and some of them are pretty poor.

3.Intermediate Christian Endeavor.This is a grand group of boys and girls of Intermediate age. They meet once a week on Sundays for a regular meeting and once a month for a social. Our attendance has been steadily increasing. Last Sunday we had 18 in the group. Our average for the month would be 15. We have gained three new members and regained several old ones. This month, we began our Intermediate choir. And we will sing with the adult choir, for the first time, Sunday, December 24. We have also been having a contest between the boys and girls-the losers giving the winners a party at the end of the month. Several very interesting meetings have been based around "A Bible Quiz". I was really surprised how much they took to this. I feel my work here has been a help in keeping these young people interested in the church, because they are at the age when so many of them pull away and never return.

4.Senior Young People. This is a group made of Senior High students and G.Is. They meet once a week for a regular meeting and at least once a month for a social time. They average about 25 in number. The lowest, this month, was 15 and that was when we had our cold spell not so long ago. They are somewhat at a standstill right now. I feel they need new blood and after Ralph Schreiner returns next week(the regular sponser of the Intermediate C.E.) I hope to help them along that line.

5.Fellowship Hour. This is a social hour immediately following the evening service. They play games, have a movie, etc. and then some of the ladies of the church serve them alight refreshment. They are somewhat in a rut right now because of the busy Christmas season. Nevertheless, we have been having an average attendance of 20 going as high as 35 and as low as 15(this week).

6.Java Club.This is a Sunday School class lead by the Director of the U.S.O. It meets every Sunday morning over their coffee cups. They averaged 7 in attendance this month. Most of the G.Is. sleep on Sunday morning, I believe, and that is the reason for the small attendance. For the leader is a grand person and if they were up I know the fellows would attend.

7.Church Pageant. We are attempting the "Light of the World" this Christmas as an all church undertaking. There will be approximately 50 in the cast. It involves all the classes in the Sunday School, the choir and many members of the adult congregation. We will give it Sunday evening; December 24th.

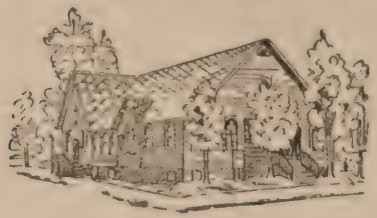
8.Speeches.I have spoken several times this month on my stay in the Orient-once at the Parent Teacher's Meeting and to one of the adult Sunday School classes. Everyone or mostly everyone seemed to show any interest, which is a sign as to whether your talk was successful or not.

DEC 26 1944

First Presbyterian Church

N. HARRY CHAMPLIN, MINISTER

"I WILL BUILD MY CHURCH"—Mt. 16:18



MANSE: 703 CUSHMAN STREET

"HE IS BUILDING OUR CHURCH"

Seventh and Cushman Streets, Fairbanks, Alaska

II.9.Playing the piano for the adult Sunday School Department. I have been doing this every Sunday for the last month or two, because of their lack of a piano player. When they acquire one, I will naturally step down.
10.Member of the chorus choir. I attend rehearsals once a week on Thursday and sang each Sunday morning. We have a weekly attendance of 15, mostly made up of G.Is. and School teachers. They are preparing some special Christmas music for Sunday, Dec.24 and sang ofer the local radio station yesterday.
11.Building and painting sleeping quarters for G.Is. This is a goodsize room in the basement which was built by a carpenter. Now Mr. Champlin, Mrs. Champlin, several G.Is. and myself are painting it, making curtains for it, etc. We hope to eventually to equip it with double-decker bunks. Right now we have several cots, tables, chairs.
12.New Lounge Room. We have built and practically equipped a Lounge Room for the G.Is. and Young People to use when it town. It has proven very popular. The attendance would average 6 anight-more on weekends. Intermediates have it from 4 to 7:30 and older younger people the later hours. It has a desk for writing letters, couch, soft chairs, bookcase, magazine rack, lamp, etc. As a result of its popularity, we found it necessary to set the above hours for its use.
13.Entertaining young people and G.Is. in my home on Sundays and other weekdays. I have an average of 4 or 5 aweek eating at my table and enjoying fellowship. They will help prepare the meal, eat it and do K.P. at its conclusion. As a result of this informality, new friends have been made.

DEC 26 1944

First Presbyterian Church

N. HARRY CHAMPLIN, MINISTER

"I WILL BUILD MY CHURCH"--Mt. 16:18

MANSE: 703 CUSHMAN STREET

"HE IS BUILDING OUR CHURCH"

Seventh and Cushman Streets, Fairbanks, Alaska

December 19,1944.

Dear Dr. Jackman,

I have enjoyed my work tremendously while in Fairbanks. But, for personal reasons I feel I would like to terminate it after the first of the year. The two personalities involved are too much alike not to clash sooner or later. And I'd hate to see that happen.

Sincerely,

Gertrude Bechtel

December 27, 1944

The Rev. Leslie A. Bechtel, D.D.
The Manse
15965 Ashton Road
Detroit 23, Michigan

My dear Dr. Bechtel:

Thank you for your letter of December twenty-second. Sorry that I will not be in New York on that date to confer with you on this matter. Mr. Roberts has indicated his willingness to see you and work this matter out to your full satisfaction.

Since we heard from you and from Gertrude that rent was being asked from her, we have written to Mr. Champlin advising him of our promise to provide a room for her. The discrepancy arouse when we discovered that this promise was not in the application of the Church. We have written to him and to Gertrude that this promise must be fulfilled. He has been asked to take up the matter with his officers and determine what they can and will do in regard to it. If they are not willing or able to provide for her our War Service Unit will have to take the responsibility. The promise has been made and it will be fulfilled but you and Gertrude may have to be patient until it is worked out. We have not endorsed any unfairness and will stand back of our promises.

Cordially yours,

J. Earl Jackman, Secretary
Unit of Work in Alaska

JEJ:FK
CC Mr. Roberts

December 29, 1944

VIA AIRMAIL

Miss Gertrude Bechtel
Box 2157
Fairbanks, Alaska

My dear Miss Bechtel:

I was greatly surprised to receive your letter of December 19th indicating your desire to terminate your service in Fairbanks after the first of the year. You indicated the possibility of a personality difficulty as the reason for your resignation. There is no evidence in your letter as to the source of this trouble or with whom it might develop. We had certainly hoped that things would go along well for you there and there would be a harmonious spirit. We believe it is possible and hope that you may continue toward that end.

Mr. Roberts and I conferred about the situation and immediately he asked me if there was another place in Alaska where we could move you now. There is no other place at the present time for the type of service which you are giving, and our regular church program could not undertake the salary which you are receiving. You are getting so much more than our regular church workers that we could not undertake your support in our regular budget. We hope you may find it possible to stay and see these matters worked out. Our agreement with you was that you would have your expenses up and back paid on the basis of an eighteen months period of service and we hope it may be possible to complete the eighteen months.

We have written to Mr. Champlin telling him that we promised you that a room would be provided and was expecting the Church to make that provision. The promise of this, we discovered later, was not in the application from the Church so that anything which they would do toward that end would now have to be done voluntarily. We have asked them to assume it all or a part of it whichever they feel they can do. If they will not assume any of it then our promise is good and we will assume the entire amount although we feel they ought to make this provision.

Yesterday I had a conference with Mr. Getty of the Camp and Church Activities office in Philadelphia. He felt their Committee would underwrite your program expenses up to $25.- a month. Their original suggestion was that they would take one-half of that amount but when I presented all of the difficulties which you have had he thought their Committee would take the program expense if our War Service Unit would underwrite the expenses for rent, light, and heat. This will have to be worked out here at headquarters.

Pending the settlement of this matter here between the two agencies, we are enclosing vouchers for your use. If the Trustees insist upon the rental payments you are to pay them and send us a voucher each month for the amount which you have paid on rent, light, and heat. This is retroactive from the beginning of your service. In addition you should send us a voucher for entertainment and program expenses up to $25.- a month; include what you have paid for this purpose and again this is retroactive. Both of these things are in fulfillment of our promise to you. We are sorry that it has taken so long to work them out but sometimes these things are not settled over night.

Another letter has come from your father. He plans to visit in New York early in January. We have written him the assurance that we will make good our promise to you but it is taking longer to work it out than we had anticipated. We hope that he will be reassured after our letter to him.

Again may I say that we hope for a complete adjustment of all of your problems and a continuation of your fine service in Fairbanks.

Cordially yours,

J. Earl Jackman, Secretary
Unit of Work in Alaska

JEJ:FK
CC Mr. Roberts
Enc. 12 Monthly Voucher Blanks

MONTHLY REPORT

WAR SERVICE UNIT
Board of National Missions
Presbyterian Church U. S. A.
156 Fifth Avenue, N. Y. 10, N. Y.

Reports are to be made in *triplicate*. The original with voucher attached is to be mailed to the War Service Unit, or to Synod or Presbytery Treasurer as directed. A second copy is to be mailed to Presbytery or Synod Headquarters as directed. The worker is to retain the third copy. (Use other side and additional 8½x11 sheets as needed.)

Church or Project served Fairbanks Presbyterian For the month ending December

Synod _____ Presbytery Yukon

Name & address of worker Gertrude Marguerite Bechtel; Box 2157; Fairbanks, Alaska.

1. What marked change has there been in the situation which would increase or decrease the need for your services?

Fairbanks decidely lacks good means of recreation for its young people. The chief means now are shows. But, others are needed to sap up that pent up energy that youth possesses. I hadn't quite sensed this until this last month. And I'm feeling more than ever that there is a great need for someone to organize such activiities. I feel I had do this after giving the situation some thought.

2. What were your activities during the past month? Express your judgment as to the effectiveness of the various phases of your work. List activities and average attendance of these. State number of visits made.

1.Eskimo Sunday School Service.

This group of children of all ages meet once aweek for Sunday School. We sing songs, read Bible Stories and do various kinds of Handwork. The Eskimoes are hard people to much for, as very few of them understand or speak English. They also are a slow people in understanding or accomplishing things. So that when something has been put across successfully, one can be quite proud. I have enjoyed working with them and I feel I am meeting somewhat a need which needed to be taken care of but no one previously had had the time to spare for it. We have averaged alittle lower than the previous month but not too bad for a new venture. Average for the month -14 people.

2.Junior Weekday School. This is a new adventure I amjust starting this week.

3. What are your plans for the next period?

Attach materials which you have developed which you think will have value to other war service workers as well as pictures and publicity material which can be used in the promotion of the War-time Service Fund.

DUPLICATE COPY
Send to Presbytery or Synod Headquarters as directed.

Memorandum

Voucher for the month of December

with report attached was mailed

Jan 1/45

DATE

Reports

are to be made in triplicate. The original with voucher attached is to be mailed to the War Service Unit, 156 5th Ave., New York 10, N. Y.

A second copy of Report is to be mailed to the Presbytery or Synod Headquarters as directed.

The worker is to retain the third copy for his or her own file.

services, etc. The aim will be the [illegible] socially. We will learn songs, how to use the Bible freely, learn useful Bible verses in our Daily Living. A more advanced type of Handwork will be attempted. I would like to study the people of Palestine, making a model Palestine village as a result of this study. Make models of clay showing the means of transportation of those days. Dress dolls in the style of dress of those days, etc. Perhaps learn to play some of the games the boys and girls did in Jesus's time.

3.Junior Choir. This choir has been in existence only for two months but they have done exceptionably well in their two appearances. They sang for the morning service Christmas Eve Sunday. Again, last Sunday evening they had charge of the Song Service which is part of the Evening Worship Hour. One of the members was the leader and announced the songs, leading the choir in the singing of the songs with the congregation. They, also, sang one special number in two parts. At our two appearances, we had an average of 18 in attendance which is lacking 2 to having a perfect attendance. I feel this project has been a complete success and will go places in the months to come.

4.Church Door Canteen. This is also a brand new project, beginning the 16th. of January. It is an attempt to meet the Fairbank's recreation problem. It is to meet each Tuesday in the evening. It will be open to all Senior High Young People and older. This includes all G.Is. We will have a sleigh ride for our initial opening. The week following, I have arranged for the group to go bowling. The next week, each month, we have the use of the School Gymnasium for Badminton or Volleyball. The last Tuesday of each month will be spent in the church itself celebrating the birthdays of the young people of that particular month. How successful this venture will be I can tell you better next month. I personally feel it will be from the talk that has been going around among the young people since I mentioned it to them.

5.Primary Weekday School. We are just rebuilding again after the Christmas season and vacation. Our attendance slipped alittle. We have averaged 15 in attendance. Songs have been learned. Bible Stories read, Games played. Handwork worked at. It is meeting a need, this cold weather, in providing supervised recreation period which will be both educational as well as playeable(sp.) I am hopingto have them work on a short play built out of their studies here- one dealing with boys and girls living in other parts of the world. They might wear the costumes of the various people or act out some custom of a particular people-such as the Oriental method of eating with chopsticks or of sitting on the floor ,etc. Also, they might compare their life in an American country and in one of the others, somewhere in the world.

6.Intermediate C.E. This is a Christian Endeavor Society meeting every Sunday evening from 6 to 7 PM. I have been their advisor during the absence of their regular leader. They have a boy or girl who leads the singing each week. Another takes the topic. Then, once amonth they have a social. This last month, we had a very successful theatre party, coming back to my house for refreshments. We have averaged 16 in attendance. We have gained one new member and many more, I hope in the months to come. For there are so many young people of that age in the community. This group is the basic of the Junior Choir.

7.Church Pageant. We presented an all church pageant for the first time this year. And it was very successful. The cast consisted of the youngest as well as the oldest in the congregation. We presented it on Christmas Eve and the church was more than packed. Everybody felt that the theme was vividly presentedand paved the way for a beautiful Christmas season.

8.Eskimo Christmas Party. This was a wonderful threat planned by the Mariner's Club in the Church- A group of young married couples. They gave each child a stocking of goodies. Had Santa present each with a new toy. Played games with them. Then, on Sunday of that week , I had a wee party for them again in connection with our Sunday School Classs. I gave each asmall present. Thus, these little folks had a nicer Christmas because of the generousity of a few conscientious souls. The attendance was large for both parties. Even those who hadn't been to the class the week before heard about the Parties and was there with bells on.

9.Primary Christmas Program. This was a program of songs and pieces presented by the children in the Primary and Beginner's Departments for their parents on Friday evening proceeding Christmas. About 50 youn sters taurned out and of course all the fond mothers, fathers, aunts and uncles, etc. It was a very cute affair. Afterwards, they adjourned to Memorial Hall where Santa payed them a visit presenting each with a stocking of candy and fruit.

10. Senior Young Peoples. This is a group of young people of Junior, Senior and older. They meet once aweek on Sundays at 6:30 PM and have a regular worship service usually followed by a short business meeting. The attendance at this group has been considerably smaller since New Year's Sunday. There has been an average of 10 in attendance. They are gradually getting back on their feet again. Rev. Champlin attends their meetings regularly and I as often as I can get away early from the Intermediate C.E. They have had as their project this last month, the equipping of the Young People's Lounge. They bought a grand floor lamp and help round out a desk, douch, and other pieces of furniture. Besides there regular Sunday meeting, they have a social once amonth. The one this last month was a birthday party for the president of the group.

As a whole this is a very good group of young people. But, they need considerable help in building up their attendance. I can give them this help because the former sponser of the Intermediate C.E. has returned from his furlough.

11. Fellowship Hour. This is a grand hour which follows the Sunday Evening Worship. It is made up of some form of entertainment plus refreshments provided by a group of Ladies from the Ladies Aid but paid for by the Church. A committee is chosen for a stretch of a month to work with me on a form of entertainment. It is usually made up of three or four young people from the Senior Young Peoples Society. This month we had various kinds of Fellowship Hours. For instance, on New Year's Eve we had a high-class New Year's Party with the hats and noise makers. The U.S.O loaned us an excellent movie which lasted 45 minutes. Two of the talented G.I.s. gave us several beautiful selections. Various table and group games were played, followed by refreshments(hot dogs and all the trimmings). At 11:30 PM Rev, Champlin conducted a very beautiful Watch night service. Another time-all those who attended were given, at the door, half a slip on which there was some writing. They were to find the person who had the other half. And they together were to do that job. In this way everyonse took part in getting the evening's refreshments prepared and the room cleaned up afterwards. This evening, they were to servee cheese sandwiches and cimamon toast, plus tea,coffee and cool aid for the youngsters. We had a barnyard treasure hunt also-hiding peanuts all over the room and having the various teams which are representing various animals of the barnyard find them. When they do, they must make the noise of the animal they represent and the capitan comes and gets them. And etc. This latter evening drew about 40 and the New Year's Party 50. Our average being 35 for the month.

12. Sunday School. I play the piano in the adult department and assist wherever it is necessary. Most times this means teaching a class at the last moment. Lately, I have been beginning the making of an accurate record of everyone in the Sunday School. They have never had a systematic record-the secretary being a young woman who has very little time to spare on it except on Sundays. So I volunteered to do it for her during the week. She taking care of it on Sundays. From the attendance cards, if we find any consistent absentees, the teachers or myself will call on the child and find out the cause. The Sunday School attendance is just fair. It is one of my aims this next month, to try and help build it up. It will take time. But, the material is here.

13. Church Membership Record. We have started, this past month, to make a very careful record of each member of the church. We sent for a regular prepared file put out the Westminister Press. And through calling on each member, we hope to complete something usefule It will take time. But, various women in the congrgeation have volunteered their services. This will help tremendously.

III. 1. Beginning of a Community Girl Scout Troop with myself as captain.(This is beginning Friday, January 19).

2. Enlarging the progra of the Church Door Canteen.

3. Continuance of the two Weekday Schools.

4.More calling on the church members and people in the community who indicated their preference as Presbyterian when the Religious Census was taken.

5.Completion, if possible, of the Church membership record and the Sunday School records.

6.Increase the membership in the Sunday School with the assistance of the Superintendents and the teachers.

7.Continue the Fellowship Hour, the Young People's Group, the Intermediate C.E., the Eskimo Sunday School , the Junior Choir and other groups which make up pur present program.

8.Continue assisting, in an advisory capacity, the staff of the Northern Light.

In other words, everything,in the form of an activity, which is in existence now will be continued. The only new venture will be The Girl Scout Troop which is so sorely needed here in Fairbanks.